

NAME CHANGE OF MINOR CHILD PACKET

COURT OF INDIAN OFFENSES FOR THE SOUTHERN PLAINS REGION

P.O. Box 368
Anadarko, Oklahoma 73005

Phone: 405/247-8511 or 405/247-8508
Fax: 405/247-7240

The forms in this packet are to be used as a template, if you are seeking a name change of a minor child. Please read the instructions carefully before completing the forms. The Court Clerks CANNOT accept petitions that does not conform to the instructions included in this packet.

Should you need assistance in preparing the petition, you must consult with an attorney at your own expense. This court does not have legal aid. The Court Clerks are prohibited by Ethical Code and Court Rules to provide legal advice and help parties prepare or type court documents. Different situations may require special procedures and the Court Clerks CANNOT advise you on how to proceed or what forms may be necessary in specific situations.

PACKET CONTAINS:

Instruction Sheet

Petition Form

Entry of Appearance &
Waiver Form

Notice by Publication

Sample Name Change of
Minor Petition

Sample Entry of Appearance & Waiver

Sample Notice by Publication

"INSTRUCTIONS"

PETITION FOR NAME CHANGE OF MINOR CHILD

IMPORTANT INFORMATION - PLEASE READ!

1. Petition for Name Change of Minor Child must be typed **DOUBLE-SPACED** and on **LETTER SIZE PAPER** (8 ½ X 11).
2. Petition for Name Change of Minor Child must be signed in front of the Court Clerk or a notary public when you are ready to file.
3. Filing fees, copies, etc., must be made in the form of a **CASHIER'S CHECK or MONEY ORDER** and must be payable to "BUREAU OF INDIAN AFFAIRS". Filing fees **MUST** be paid at the time of filing your petition. If you are unsure of the amount of filing fees, contact the Court Clerk.
4. Submit original Petition for Name Change of Minor Child and one (1) copy for the non-petitioning parent, if the non-petitioning parent did not submit the Entry of Appearance and Waiver and a copy for you, if you want a copy of the petition for your records. If the court clerk makes your copies you will be charged a **\$1.00 PER PAGE**.
5. Petition for Name Change of Minor Child must have the **FULL ADDRESS (include city, state & zip)** of the non-petitioning parent. Obtaining this information is your responsibility.
6. The Petition for Name Change of Minor Child form is a guide to use in preparing the petition. **DO NOT** fill in the blanks and submit for filling. **IT MUST BE RETYPED.**
7. Petition for Name Change of Minor Child filed **MUST have a copy of the child's birth certificate and tribal enrollment card/CDIB and submitted with the petition when filed.** Obtaining these documents is **YOUR** responsibility.

FILING FEES – Name Change of Minor Child

	FEE
Petition for Name Change of Minor Child	\$ 60.00
Summons/Service Fee	\$ 25.00
Publication Fee	<u>\$ 50.00</u>
Without Entry of Appearance and Waiver (of non-petitioning parent) TOTAL	\$135.00

SHOULD THE NON-PETITIONING PARENT AGREE TO SIGN THE ENTRY OF APPEARANCE AND WAIVER, IT MUST BE SIGNED IN FRONT OF A NOTARY PUBLIC OR COURT CLERK AND SUBMIT WITH PETITION.

Petition for Name Change of Minor Child	\$ 60.00
Publication Fee	<u>\$ 50.00</u>
<u>With Entry of Appearance and Waiver</u> (of non-petitioning parent) TOTAL	\$110.00

OFFICE HOURS: 9:00 am–12:00 pm and 1:00 pm–4:00 pm, MONDAY–THURSDAY

Court Clerk's Office phone no.: 405/247-8511 or 405/247-8508

Mailing address: Court of Indian Offenses
 PO Box 368
 Anadarko, OK 73005

1. That the Court of Indian Offenses for the Southern Plains Region has personal and subject matter jurisdiction to hear and decide this matter in accordance to 25 CFR 11.116 and 11.611;
2. That the Petitioner is the _____ of the minor child whose name is sought to be changed;
3. That the minor child is an enrolled member of the _____ Tribe of Oklahoma. A copy of the minor child's Tribal Enrollment Card/Certificate Degree of Indian Blood is submitted along with the petition to the Court.
4. That the minor child resides at _____ (**INCLUDE CITY, STATE & ZIP**) and has lived at this address for _____ (**STATE LENGTH OF TIME IN MONTHS OR YEARS AT THIS ADDRESS**);
5. That the minor child was born on _____, _____, at _____ Hospital in _____, Oklahoma;
6. That the birth certificate number of the minor child is _____ and is recorded at the Vital Records Division of the State of _____. A copy of the minor child's birth certificate is submitted along with the petition to the Court;
7. That the minor child's biological mother's full name, including maiden name is _____ and her address is _____ (**INCLUDE CITY, STATE & ZIP**) and she is an enrolled member of the _____ Tribe of Oklahoma **OR** is non-Indian;
8. That the minor child's biological father's full name is _____ and his address is _____ (**INCLUDE CITY, STATE & ZIP**) and he is an enrolled member of the _____ Tribe of Oklahoma **OR** is non-Indian; **OR**
That the minor child's biological father is unknown and not listed on the birth certificate;
9. That the Petitioner does not seek to change the minor child's name for any illegal or fraudulent purpose;

10. That the Petitioner seeks to change the minor child's name for the following reason: **(STATE THE REASON YOU WANT TO CHANGE THE MINOR CHILD'S NAME);**

11. That the Petitioner seeks to change the minor child's name from _____ to _____;

WHEREFORE, the Petitioner prays that the name of the minor child be changed as requested in this petition and that a hearing be set on this matter as soon as the Court deems necessary.

NAME, Petitioner
FULL ADDRESS (include city, state & zip)
TELEPHONE NO.
EMAIL ADDRESS (If available)

VERIFICATION

I, _____, being duly sworn to tell the truth and being of lawful age above 18 years of age, hereby states that I have prepared and read this petition and verify that all of the factual allegations contained in this petition are in fact true and correct to the best of my knowledge and belief, **UNDER PENALTY OF PERJURY.**

NAME, Petitioner

SUBSCRIBED AND SWORN TO BEFORE ME THIS ____ DAY OF _____,
20 ____.

(SEAL)

Court Clerk/ Deputy

**IN THE MATTER OF THE
NAME CHANGE OF:**

Case No. CIV- _____ **-** _____

COURT CLERK/DEPUTY

**IN THE COURT OF INDIAN OFFENSES FOR THE SOUTHERN PLAIN REGION
ANADARKO, OKLAHOMA**

NOTICE BY PUBLICATION

TO WHOM IT MAY CONCERN:

Take notice that _____, by and through next friend, _____, has filed in the Court of Indian Offenses for the Southern Plains Region a Petition for Name Change of Minor Child in case number CIV- _____ - _____ to have his/her name changed as follows:

_____ to that of _____

and that the same will be heard by the Court of Indian Offenses for the Southern Plains Region, Anadarko, Oklahoma, on the _____ day of _____, 20____, at 2 o'clock p.m., and that any person may file a written protest in this case prior to the date set for the hearing.

Dated this _____ day of _____, 20____.

(SEAL)

Court Clerk/Deputy

**IN THE COURT OF INDIAN OFFENSES FOR THE SOUTHERN PLAINS REGION
ANADARKO, OKLAHOMA**

**IN THE MATTER OF THE
NAME CHANGE OF:**

**Amy Beth Tumbleweed,
DOB: 08/01/2000;
Kiowa Tribal Minor Child;**

**By and Through Next Friend;
Jane Ann Redskin;**

Petitioner.

Case No. CIV-_____ - _____

PETITION FOR NAME CHANGE OF MINOR CHILD

COMES NOW, Jane Ann Redskin, Petitioner herein, pro se, respectfully petitions the Court to change the name of Amy Beth Tumbleweed, minor child herein, the Petitioner alleges and states the following:

1. That the Court of Indian Offenses for the Southern Plains Region has personal and subject matter jurisdiction to hear and decide this matter in accordance to 25 CFR 11.116 and 11.611;
2. That the Petitioner is the mother of the minor child whose name is sought to be changed;
3. That the minor child is an enrolled member of the Kiowa Tribe of Oklahoma. A copy of the minor child's Certificate Degree of Indian Blood is submitted along with the petition to the Court;
4. That the minor child resides at 1234 Native Drive, Anadarko, Oklahoma 73005 and has lived at this address for 10 years;
5. That the minor child was born on August 1, 2000, at Biscuit Hill Hospital in Anadarko, Oklahoma;
6. That the birth certificate number of the minor child is 333444555666777 and is recorded at the Vital Records Division of the State of Oklahoma. A copy of the minor child's birth certificate is submitted along with the petition to the Court;
7. That the minor child's biological mother's full name, including maiden name is Jane Ann (Bluewind) Redskin and her address is 1234 Native Road, Anadarko, Oklahoma 73005 and she is an enrolled member of the Kiowa Tribe of Oklahoma;

8. That the minor child's biological father's full name is Bill Jack Tumbleweed and his address is P.O. Box 0000, Phoenix, Arizona 89009 and he is an enrolled member of the White Mountain Apache Tribe;
9. That the Petitioner does not seek to change the minor child's for any illegal or fraudulent purpose;
10. That the Petitioner seeks to change the minor child's name for the following reason:

The biological father has not been involved in the minor child's life since birth.

The minor child has been raised by Petitioner's spouse, John Jacob Redskin and is in the process of adopting minor child.

11. That the Petitioner seeks to change the minor child's name from Amy Beth Tumbleweed to Amy Beth Redskin;

WHEREFORE, the Petitioner prays that the name of the minor child be changed as requested in this petition and that a hearing be set on this matter as soon as the Court deems necessary.

JANE ANN REDSKIN, Petitioner
1234 Native Drive
Anadarko, Oklahoma 73005
(405/247-0000
janeannredskin@yahoo.net

VERIFICATION

I, Jane Ann Redskin, being duly sworn to tell the truth and being of lawful age above 18 years of age, hereby states that I have prepared and read this petition and verify that all of the factual allegations contained in this petition are in fact true and correct to the best of my knowledge and belief, **UNDER PENALTY OF PERJURY.**

Jane Ann Redskin, Petitioner

SUBSCRIBED AND SWORN TO BEFORE ME THIS ____ DAY OF _____,
20____.

(SEAL)

Court Clerk/ Deputy

**IN THE COURT OF INDIAN OFFENSES FOR THE SOUTHERN PLAINS REGION
ANADARKO, OKLAHOMA**

**IN THE MATTER OF THE
NAME CHANGE OF:**

**Amy Beth Tumbleweed,
DOB: 08/01/2000;
Kiowa Tribal Minor Child;**

**By and Through Next Friend;
Jane Ann Redskin;**

Petitioner.

Case No. CIV-_____ - _____

ENTRY OF APPEARANCE AND WAIVER

I, the non-petitioning parent of Amy Beth Tumbleweed, do hereby waive my right to the name change of above named minor child in favor of the Petitioner, Jane Ann Redskin and I respectfully pray that the Court will change the name of the minor child. Should I have object to the name change of minor child, I am aware that I had the right to appear in Court to make my objections known and that I waive that right.

Dated this _____ day of _____, 20____.

Signature

Please print your name & address: _____

Telephone: _____

SHOULD YOU AGREE TO SIGN THIS WAIVER, PLEASE SIGN IN FRONT OF A NOTARY PUBLIC OR COURT CLERK AND RETURN TO THIS OFFICE EITHER BY MAIL OR IN PERSON.

State of Oklahoma;)
County of _____)

Before me, the undersigned Notary Public, came _____ this ____ day of _____, 20____, to me known to be the identical person who executed the above and foregoing Entry of Appearance and Waiver, and personally acknowledged to me that he/she has read, understood, and signed the same, and that he/she executed the same as his/her free and voluntary act and deed for the uses and purposes therein set forth. IN WITNESS THEREOF I have hereunto affixed my signature and official seal the date heretofore stated.

(SEAL)

NOTARY PUBLIC

My Commission Expires: _____

SUBSCRIBED AND SWORN TO BEFORE ME THIS _____ DAY OF _____, 20____.

COURT CLERK/DEPUTY

IN THE COURT OF INDIAN OFFENSES FOR THE SOUTHERN PLAIN REGION
ANADARKO, OKLAHOMA

NOTICE BY PUBLICATION

TO WHOM IT MAY CONCERN:

Take notice that Amy Beth Tumbleweed, by and through next friend, Jane Ann Redskin, has filed in the Court of Indian Offenses for the Southern Plains Region a Petition for Name Change of Minor Child in case number CIV-____-____ to have her name changed as follows:

Amy Beth Tumbleweed to that of Amy Beth Redskin

and that the same will be heard by the Court of Indian Offenses for the Southern Plains Region, Anadarko, Oklahoma, on the ____ day of _____, 20__, at 2 o'clock p.m., and that any person may file a written protest in this case prior to the date set for the hearing.

Dated this ____ day of _____, 20__.

(SEAL)

Court Clerk/Deputy